

# Agenda



The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

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COMMITTEE:

**To all Members of the Staffing Committee**

COUNCILLORS:

**Councillors: D Wilkins (Chairman), Mrs V Dalley (Vice Chairman),  
M Champion, J P Collins, Z Fox, M Pearce, G Winter**

I HEREBY SUMMON YOU TO A MEETING:

**of the Staffing Committee**

TO BE HELD:

**The Passmore Edwards Building, The Cross, Cross Street, Camborne,  
TR14 8HA**

ON:

**Tuesday 16<sup>th</sup> April 2019 at 10.30am**

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1. Safety Procedures.
  2. To receive apologies for non-attendance.
  3. Members to declare disclosable pecuniary interests and non- registerable interests (including the details thereof) in respect of any items on this agenda including any gifts or hospitality exceeding £25.
  4. To approve written request(s) for dispensations.
  5. Chairman's Announcements.
  6. To receive and approve the minutes of the meeting of the Staffing Committee held on 12<sup>th</sup> February 2019 and the Chairman to sign them.
  7. Matters arising, where no substantive item below, for information only.
  8. To receive the net position by code of the Staffing Revenue Budget 2018/2019, note committed expenditure to date and agree any appropriate action.
  9. To approve recommendations to the Finance and General Purposes Committee regarding the transfer of any end of year surplus funds from Staffing revenue budgets to Earmarked Reserves.

10. To consider arrangements for recruitment and selection for the Amenities, Projects and Health & Safety officer post, approve action and authorise associated expenditure.
  11. To note the successful completion of the International Association of Bookkeepers Level 1 Award in Payroll by Mrs S Hughes, Finance & Administration Officer, and approve any action.
  12. To note the successful completion of Street Works Registration and qualifications by Mr G Goldsworthy, Amenities Technician, and approve any action.
  13. To receive information regarding the Health and Safety Executive (HSE) Workplace Stress Indicator Tool, approve action and authorise expenditure accordingly.
  14. To review the References Policy and recommend to Full Council for approval and adoption.
  15. To receive the Cornwall Pension Fund Employer Newsletter for:
    - i. February 2019
    - ii. March 2019.
  16. To receive the South West Councils Associate Member Newsletters for:
    - i. February 2019
    - ii. March 2019
- Agree any action and authorise expenditure accordingly.
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GIVEN UNDER MY HAND THIS:  
**10th day of April 2019**

**Amanda Mugford**  
Town Clerk

This meeting has been **advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public.**

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.